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13 September 1968

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MEMORANDUM FOR: [REDACTED]

SUBJECT: Long-Range Planning Conference on the NIS

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1. Sometime during October or November, I intend to call together a group of knowledgeable individuals to spend several uninterrupted days discussing plans for the NIS over the next 5- to 10-year period. I hope to reserve space for living and conferences either at [REDACTED] or the [REDACTED] so that our physical needs will be met and we shall have the opportunity to devote our whole energies to constructive thinking and discussion about the NIS Program.

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2. I am supplying you with a preliminary list of suggested topics which could be the basis for the agenda for such a meeting. I would like to have you review these topics and supply me with any refinements or other suggestions that you feel should be considered. I would like to have your response by c.o.b., 23 September.

3. Our principal objective in holding a conference in which ideas can be freely exchanged is to develop a sound basis for planning for the Program for the next 5 to 10 years.



Attachment:

As stated in Par. 2

DOCUMENT NO. _____
NO CHANGE IN CLASS. ☐
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CLASS. CHANGED TO: TS S C
NEXT REVIEW DATE: 1990
AUTH: HR 70-2
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LONG-RANGE PLANNING FOR THE NIS

1. The NIS Coverage Plan

a. Adequacy for planning -- scheduling priorities -- flexibility.

b. Improvements for better application.

2. The General Survey

a. Adequacy of substantive coverage.

b. Cutbacks or additions in coverage.

c. Problem of receiving inputs on time.

d. Length of processing time -- editing -- working conferences -- production -- committee approval -- field and Department of State review.

e. Processing procedures vis-a-vis organization in ED and PD.

3. The Detailed Sections

a. Departmental production under the NIS -- Should it continue? -- In present format? -- Modified?

b. Elimination of selected sections.

c. Additions needed.

d. Processing time in OBGI.

e. The trend toward automation -- its impact.

4. Graphics and Maps

a. Numbers -- quality -- purpose.

b. Changes in graphic and map policy.

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5. The Finished Product

a. Is it too elaborate? -- Too expensive? -- Could we do with less and achieve our objectives?

b. EPIC and what it means for the future. Are we satisfied with the product -- the processing and what it requires of OBGI and PSD as well as the contributors?

6. The Factbook

a. Problems in production.

b. Manhours required.

c. Is the product meeting the needs of the consumer?

7. The NIS and the DDI

a. Component contributions -- quality -- meeting schedules.

b. Problems -- priority conflicts -- other.

c. Level of support for the program.

d. Duplication in basic intelligence production.

e. Improvements.

8. The NIS and Basic Intelligence

a. Relationship now and those desirable for the future.

b. Role of NIS in the entire basic intelligence field -- what should it be?

9. Substantive Review and Editing

a. Role of editors in ED.

b. Unacceptable work by contributors -- the editor's role and responsibilities.

c. Quality control and who is responsible -- process or individual.

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10. Coordination of Basic Intelligence

- a. What is desirable and how can it be achieved?

11. External Contracting

- a. Success and failures.
- b. Management and coordination.
- c. Substantive and procedural guidance.
- d. Changes needed.

12. A New Format for Basic National Intelligence and its Relationship to Departmental Basic Intelligence.

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